



DEPARTMENT OF THE ARMY

U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1000

FYE

REPLY TO
ATTENTION OF:

CERE-ZA

3 January 1996

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Executing the Homeowners Assistance Program (HAP)

1. On 12 December 1995 the Deputy Commander (DCG) signed a memorandum, SAB, informing Division Commanders of his decision to execute future Homeowner Assistance Program (HAP) missions regionally, from three districts (SAS, SPK, and SWF). This decision resulted from a study which had one basic assumption: all HAP districts execute the program at a high level of customer care and efficiency. Division directors of Real Estate were briefed on the study and asked to comment. After consideration of all comments the DCG decided the best alternative assigns missions based upon regional support as indicated. Baltimore and Omaha Districts will complete ongoing HAP programs and ramp down staffing as these programs are completed. This decision best balances Corps employee interests, customer care and changing mission requirements. It provides flexibility to assign missions to trained HAP teams, demonstrates our concern for members' well being, and continues our timely customer care. Other courses of action would result in possible RIFs, reduced customer care, or dissolution of trained teams to temporarily plus-up other districts.

2. District military regional areas of responsibility are:

- a. SAS: NAD, ORD and SAD.
- b. SPK: NPD, POD and SPD.
- c. SWF: MRD and SWD.

3. Any BRAC 93 or 95 announced installation for which a HAP recommendation has not been approved will become the responsibility of one of the designated regional HAP districts.

4. District FY96 HAP manpower distribution will not be changed. As MRO and NAB missions decline in FY97, those districts should begin to ramp-down their HAP manpower. All affected districts should develop plans to accomplish their assigned FY97 HAP missions with revised manpower

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allocations. Those allocations will be determined and supported by workload analysis. In districts with reduced programs in FY97, every effort should be made to ensure absolute minimum adverse impact to personnel.

5. Baltimore, Louisville and Omaha Districts are to transfer to Savannah and Fort Worth Districts, as appropriate, all Potential Impact Report and Market Impact Study documentation on installations with announced realignment or closure and no approved HAPs. The early transfer of this documentation will ensure close monitoring of impacted real estate markets and proper/timely HAP recommendations. This headquarters will contact districts on transfer of FY96 funding provided to complete planned PIRs and MISSs.

6. Your FY96 Obligation Plans, due 11 January 1996, should reflect these changed mission assignments. MRO, NAB and ORL FY96 and FY97 budgets for potential BRAC 93 and 95 programs will be forwarded respective mission districts under separate cover.

FOR THE COMMANDER:



B. J. FRANKEL

Director of Real Estate

DISTRIBUTION:

COMMANDER

MISSOURI RIVER DIVISION

NORTH PACIFIC DIVISION

NORTH ATLANTIC DIVISION

OHIO RIVER DIVISION

PACIFIC OCEAN DIVISION

SOUTH ATLANTIC DIVISION

SOUTH PACIFIC DIVISION

SOUTHWESTERN DIVISION